

**NOTICE INVITING e-TENDER (2 BOT - 2 Envelope Open Tender)**

**Tender ID: - 2020\_AAI\_65407\_1**

1. Item rate e-tenders are invited through the e-tendering portal by Senior Manager (Engg-Civil) (Bid Manager), Airports Authority of India, RHQ, Guwahati-781015, on behalf of Chairman, A.A.I., from the eligible contractors for the work of **"Job Contract for conservancies & up-keep of areas at Terminal building, ancillary buildings, pavements, runway, apron, taxiway etc. & other similar miscellaneous works at Rupsi Airport"** at an estimated cost of **Rs.20,27,900.00** (Excluding of GST) with completion period of **12 (Twelve) months**.

The tendering process is online at CPP portal URL address [https://etenders.gov.in/eprocure/ app](https://etenders.gov.in/eprocure/app) or [www.aai.aero](http://www.aai.aero) (for reference only). Prospective tenderers may download and go through the tender document.

Prospective tenderer are advised to get themselves register at CPP-portal, obtain 'Login ID' & 'Password' and go through the instruction available in the Home page after log in to the CPP-portal <http://etenders.gov.in/eprocure/app> or [www.aai.aero](http://www.aai.aero). They should also obtain Digital Signature Certificate (DSC) in parallel which is essentially required for submission of their application. The process normally takes 03 days time. The tenderer may also take guidance from AAI Helpdesk support through path [aai.aero/tender/e-tender/helpdesk](http://aai.aero/tender/e-tender/helpdesk) support.

(i) For any technical related queries please call the Helpdesk. The 24 x 7 Help Desk details are as below:

Tel: 0120-4200462, 0120-4001002. Mobile: 91 8826246593

E-Mail: [support-eproc@nic.in](mailto:support-eproc@nic.in)

Tenderers are requested to kindly mention the URL of the Portal and Tender ID in the subject while emailing any issue along with the Contact details.

For any further technical assistance with regard to functioning of CPP portal the bidder may contact to the following AAI help desk number on all working days only between:

(ii) 0800-2000 Hrs. (MON - SAT)

011- 24632950, Ext-3512 (Six Lines) E-mail- [eprochelp@aai.aero](mailto:eprochelp@aai.aero)

(iii) 0930-1800 Hrs. (MON-FRI)

011- 24632950, Ext-3523 E-mail- [etendersupport@aai.aero](mailto:etendersupport@aai.aero),  
[sanjeevkumar@aai.aero](mailto:sanjeevkumar@aai.aero), [snita@aai.aero](mailto:snita@aai.aero)

(iv) 0930-1800 Hrs. (MON-FRI)

011-24657900 E-mail- [gmitichq@aai.aero](mailto:gmitichq@aai.aero)

Tender Processing fee of Rs. 1180 (i/c GST) Non-refundable will be required to be paid Online through SBI MOPS Gateway using SBI/Other Banks/NEFT/RTGS mode.

2. Following 2 Envelopes shall be submitted through online at CPP e-portal by the bidder. As per the following schedule: -

### CRITICAL DATA SHEET

Publishing Date	05.03.2021 at 18:00 hrs.
Bid Document Download/ Sale Start Date	06.03.2021 from 9:30 hrs.
Clarification Start Date	06.03.2021 from 9:30 hrs.
Clarification End Date	11.03.2021 upto 13:00 hrs.
Bid submission Start Date	06.03.2021 from 9:30 hrs.
Bid submission End Date	15.03.2021 upto 18:00 hrs.
Bid Opening Date (Envelope-I)	17.03.2021 at 11:00 hrs.
Bid Opening Date (Envelope-II)	19.03.2021 at 14:00 hrs.
Tender Processing fee - Through Online mode only	Rs.1180/- (i/c GST) Non-refundable to be paid through online payment gateway on CPP Portal.
Earnest Money Deposit (EMD)	Exempted. However, EMD Declaration to be submitted.

#### **Envelope-I: - (Tender processing Fee, EMD, Technical Bid & Pre-qualification): -**

##### **A. Tender processing fee, EMD**

i) Tender processing fee and EMD declaration – details of payment made through online SBI payment gateway against tender processing fee and EMD declaration (Refer page – A -18 for EMD declaration).

##### **B. Technical Bid containing the following: -**

- i) Scanned copy of Unconditional Acceptance of AAI's Tender Conditions (Refer page A-12)
- ii) Scanned copy of PAN and GST registration
- iii) Scanned copy of undertaking on GST (Refer page – A-13)
- iv) Scanned copy of 'Undertaking' regarding Blacklisting / debarment on company's letter head (Refer page – A-14).
- v) Companies other than propriety firm shall submit scanned copy of Certificate of Authorization letter/ Power of Attorney along with copy of Certificate of Incorporation of the company under companies Act showing CIN/ LLPIN/name of Directors of the Company & copy of Board resolution regarding Authority to assign Power of Attorney.
- vi) Scanned copy of 'Undertaking' regarding EPF/ESI & other labour laws compliance on Company's Letter Head. (Ref. page-A-15)
- vii) Scanned copy of undertaking on payment of minimum wages, on Rs. 100/- stamp paper (Refer page-A -16)
- viii) PQ Performa duly filled.

##### **C. Qualifying requirements of contractors/ tenderers containing the following: -**

- i. Should have satisfactorily completed (Phase/Part completion of the scope of work

in a contract shall not be considered, however pre- determined phasing of the work will be accepted) Three works, each of **Rs.8,11,160.00 (Excluding GST)** or Two works, each of **Rs.10,13,950.00 (Excluding GST)** or One work of **Rs.16,22,320.00 (Excluding GST)** in single contract of **Civil / Electrical / Construction / any other works involving deployment of manpower**, in India, during last seven years ending on last date / extended date of submission.

**“The experience certificates of works completed pre-GST era, completion amount will be divided by 1.12 (to exclude pre-GST tax of VAT 12%) to make it at par with experience certificates of post GST era but excluding GST. The value of executed works shall be brought to current costing level by enhancing the actual value, thus worked out, of work at simple rate of 7% per annum, calculated from the date of completion to the last date / extended date of submission of bid.”**

Client certificate for experience should show the nature of work done, the value of work, date of start, date of completion as per agreement, actual date of completion and satisfactory completion of work. Tenderers showing work experience certificate from non-government/non-PSU organizations should submit copy of tax deduction at sources (TDS) certificate along with a certificate issued by registered chartered accountant, clearly specifying the name of work, total payment received against the work and TDS amount for the work. **(The agency has to give self declaration regarding completion certificate submitted by him whether the Gross amount is inclusive of GST or Exclusive of GST).**

ii. Should have annualized average financial turnover of Rs.6,08,370.00 against works executed during last three year ending 31st March of the previous financial year (i.e. 31.03.2020). As a proof, copy of Abridged Balance sheet along with Profit and Loss Account Statement of the tenderers should be submitted along with the application. Tenderes showing continuous losses during the last year 3 years in the balance sheet shall be summarily rejected.

iii. **The tenderers should have minimum net worth of values of Rs.3,04,185.00 (Excluding GST) issued by certified Chartered Accountants (Refer page – A -17).**

Scanned copy of all the Documents of Envelope-I mentioned above shall be submitted on the CPP portal.

#### **Envelope-II: - The financial e-Bid through CPP portal: -**

All rates shall be quoted in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by the bidders. Bidders are required to download the BOQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

#### **3. Bid Submission: -**

The tenderer shall submit their application only at CPP Portal: <https://etenders.gov.in/eprocure/app>. Tenderer/ contractor are advised to follow the

instructions provided in the tender document for online submission bids. Tenderers are required to upload the digitally signed file of scanned documents as per para 02. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of scanned documents. Uploading of application in location other than specified above shall not be considered. Hard copy of application shall not be entertained.

4. Not more than one tender shall be submitted by one tenderer or tenderers having business relationship. Under no circumstances, father and his son(s) or other close relation, who have business relationship with one another (i.e. when one or more partner (s) / director (s) are common) be allowed to tender for the same contract as a separate competitor. A breach of this conditions will render the tenders of both parties liable to rejection.
5. Tenderer who has downloaded the tender from Central Public Procurement Portal (CPPP) website <https://etenders.gov.in/eprocure/app>. shall not tamper/ modify the tender form including downloaded price bid template in any manner. In case, if the same is found to be tampered / modified in any manner, tender will be completely rejected and tenderer is liable to be banned from doing business with AAI.

**6. Bids opening process is as below: -**

**Envelope: I (Tender processing fee, Technical bid & pre- qualification): -**

Envelope-I Containing Documents as per Para 02 (A), (B) & (C) (uploaded by the tenderers) shall be opened on date & time mentioned in CRITICAL DATA SHEET. If the bidder has any query related to the Bid document of the work, they should use 'Seek clarification' on CPP portal to seek clarification. No other means of communication in this regard shall be entertained.

If any clarification is needed from the tenderer about the deficiency in his uploaded documents in Envelope – I, he will be asked to provide it through CPP portal or email if required. The tenderer shall upload the requisite clarification/documents within time specified by AAI, failing which it shall be presumed that bidder does not have anything to submit and bid shall be evaluated accordingly.

The intimation regarding acceptance / rejection of their bids will be intimated to the tenderers through CPP portal.

**Envelope-II (Financial Bid):**

Envelope-II containing financial bid of the tenderers found to be meeting the technical criteria and qualifying requirement shall be opened on date & time mentioned in CRITICAL DATA SHEET. (In case the date and time for opening of Envelope-II (Financial Bid)) is required to be changed, the same shall be intimated through CPP Portal).

7. AAI reserves the right to accept or reject any or all applications without assigning any reasons. AAI also reserves the right to call of tender process at any stage without assigning any reason.

8. AAI reserve the right to disallow the working agencies whose performance at ongoing project (s) is below par and usually poor and has been issued letter of restrain/ Temporary /permanent debarment / blacklisting by any department of AAI or Central / State govt. depts. / PSUs / World Bank / ADB etc. AAI reserve the right to verify the credential submitted by the tenderer at any stage (before or after the award the work). If at any stage, any information/ document submitted by the applicant is found to be incorrect/false or have some discrepancy, which disqualifies the tenderer, then AAI shall take the following action:
- a) The tenderer shall be liable for debarment from tendering in AAI, including termination of the contract apart from any other appropriate contractual / legal action.
9. Consortium / Joint companies shall not be permitted.
10. Purchase preference to Central Public Sector Undertaking shall be applicable as per the directive of Govt. of India prevalent on the date of acceptance.
11. Concessions to Indian Micro & Small Enterprises (MSEs) units registered with DIC/ NSIC/ KVIC/ KVIB/ Directorate of Handicraft and Handloom etc., to be given as per the provisions of Public Procurement Policy for MSEs order 2012 with up to date amendments, shall be applicable for tenders of supply/services and shall not be extended to construction work. Further details are available in Special Conditions of Contract.



Senior Manager (Engg-Civil)  
AAI, RHQ, NER, Guwahati

Copy to:

- i) <sup>OSD\*</sup> RED, AAI, NER, RHQ, Guwahati-15
- ii) GM(Engg.)-II, AAI, NER, RHQ, Guwahati-15
- iii) GM(Fin), AAI, NER, RHQ, Guwahati-15.
- iv) DGM(Engg.-Civil), AAI, NER, RHQ, Guwahati-15.
- v) AGM(Vig.), AAI, NER, RHQ, Guwahati-15.
- vi) OIC, AAI, Rupsi Airport.
- vii) Manager(Engg.-Civil), AAI, Rupsi Airport.
- viii) Notice Board.